

EXECUTIVE COUNCIL OF IOWA

AGENDA

JUNE 25, 2012

1. Introduction of Attendees
2. Approval of minutes of meeting held June 18, 2012
3. Outside Counsel – Page 1
TAB # 1
4. Leases – Page 1
5. Emergency Allocations – Page 1
TAB # 2
6. Payment of Cost Items – Pages 1
7. Renewal Memberships – Pages 2 - 3
TAB #'s 3, 4, 5 and 6

3. Outside Counsel

- A. Request from the Attorney General's office to extend the current agreement with Dorsey & Whitney to continue to assist the Iowa Economic Development Authority with administering programs funded with federal disaster recover funds.

TAB # 1

4. Leases

- A. Lease between DNR and Mau Marine, Incorporated
Date of Lease: Five years ending January 31, 2017
Legal Description: Sovereign land in the bed of East Okoboji Lake
Annual Fee: \$ 936.00

David Dorff, Assistant Attorney General, has reviewed the above lease and approved the lease as to form.

5. Emergency Allocations

- A. Department of Natural Resources is requesting an emergency allocation in the amount of \$243,025.80. This request is to cover the State's 25% share of FEMA approved grants for damages caused by flooding at several DNR Wildlife Management Areas in Fremont, Harrison, Monona and Woodbury Counties during July – September 2011.

The State Auditor's Office has reviewed this request and does not recommend allocation. They recommend DNR to use funds from the Fish and Wildlife Trust Fund.

TAB # 2

6. Payment of Cost Items

- A. McKee, Voorhees & Sease, PLC.\$50.00
801 Grand, Suite 1200
Des Moines, IA 50309-2721

Julie Pottorff, Deputy Attorney General, has reviewed invoice and recommends payment. Payment will be made from the funds of Department of Elder Affairs.

- B. LaMarca & Landry, P.C.....\$22,727.34
1820 N.W. 118th Street, Suite 200
Des Moines, IA 50325
Godfrey v. State of Iowa et al, civil rights complaint.

Julie Pottorff, Deputy Attorney General, has reviewed this invoice and recommends payment.

7. **Renewal Memberships**

A. Administrative Services in Construction Owners Association of America (COAA) in the amount of \$350.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$350.00.) Other agencies: No: Funding Source: State General Fund

B. Administrative Services in Wellness Council of Iowa in the amount of \$1,000.00 for June 1, 2012 - May 31, 2013. (Previous amount was \$1,000.00.) Other agencies: Yes: Public Health Funding Source: Other Funds
TAB # 3

C. Agriculture in National Association of Farmers Market Nutrition Program in the amount of \$1,500.00 for October 1, 2011 - September 31, 2012. (Previous amount was \$1,500.00.) Other agencies: No: Funding Source: State General Fund
TAB # 4

D. Health in Wellness Council of Iowa in the amount of \$1,000.00 for January 1 - December 31, 2012. (Previous amount was \$1,000.00.) Other agencies: Yes: DAS Funding Source: Federal Funds
TAB # 5

E. Inspections and Appeals in National Legal Aid & Defender Association (NLADA) in the amount of \$225.00 for August 1, 2012 _ July 30, 2013. (Previous amount was \$225.00.) Other agencies: No: Funding Source: State General Fund

F. Inspections and Appeals in North American Gaming Regulators Association (NAGRA) in the amount of \$475.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$475.00.) Other agencies: Yes: DPS Funding Source: State General Fund

G. Iowa Finance Authority in Central Iowa Chapter of SHRM in the amount of \$85.00 for April 2012 - March 2013. (Previous amount was \$85.00.) Other agencies: No: Funding Source: Other Funds: Self Funded

H. IPERS in Chartered Financial Analysts Institute (CFA) in the amount of \$1,700.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$1,625.00.) Other agencies: 1: Funding Source: Other Funds: IPERS Trust Fund
TAB # 6

I. Public Defense in The Association of Energy Engineers in the amount of \$185.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$185.00.) Other agencies: No: Funding Source: Federal Funds

- J. Public Safety in National Association of Women Highway Safety Leaders in the amount of \$25.00 for August 2012 - August 2013. (Previous amount was \$25.00.) Other agencies: No: Funding Source: Federal Funds
- K. Public Safety in North American Gaming Regulators Association (NAGRA) in the amount of \$475.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$475.00.) Other agencies: Yes: Inspection and Appeals Funding Source: Other Funds: Gaming Enforcement Revolving Fund



TAB # 1

THOMAS J. MILLER
ATTORNEY GENERAL

JULIE F. POTTORFF
DEPUTY ATTORNEY GENERAL

Iowa Department of Justice

Address Reply To:
1305 E. Walnut Street
Des Moines, Iowa 50319

Telephone: 515/281-3349
Fax: 515/281-4209
Julie.Pottorff@iowa.gov

June 13, 2012

GeorgAnna Madsen
Executive Secretary
State Capitol
L-O-C-A-L

Re: Retention of Special Counsel

Dear GeorgAnna:

Since 2008 Darla Giese and David Claypool of Dorsey & Whitney, Suite 3900, 801 Grand Avenue, Des Moines, Iowa, 50309, have been providing legal advice and assistance on real estate, contract and tax matters to the Community Development Division of the Department of Economic Development, now the Iowa Economic Development Authority, in the administration of the HOME and CDBG programs. In 2010 their legal services were expanded to provide advice and assistance on the federal laws and regulations applicable to programs funded with federal disaster recovery funds. This contract with the firm will expire on June 30, 2012.

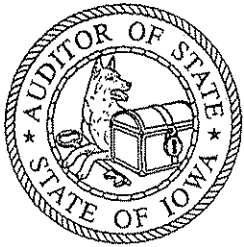
The Authority would like to continue working with Dorsey & Whitney. The firm has agreed to continue their services at the current contract rate of \$200 per hour for Darla Giese and David Claypool. The contract also provides for consultation with a partner in the firm who has specialized knowledge when necessary at a rate not to exceed \$450 per hour subject to prior approval of the Authority. All attorney fees are paid from the funds of the Authority.

Our office has discussed this contract with the Authority and agrees that execution of another contract under these terms is appropriate.

Sincerely,

A handwritten signature in cursive script that reads "Julie F. Pottorff".

JULIE F. POTTORFF
Deputy Attorney General



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

David A. Vaudt, CPA
Auditor of State

State Capitol Building
Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 242-6134

TAB # 2

June 11, 2012

GeorgAnna Madsen
Executive Council
E O C A L

Subject: Flooding Damage at Several DNR Wildlife Management Areas
in Fremont, Harrison, Monona and Woodbury Counties
During the Time Period July Through September 2011
Department of Natural Resources
Claim dated January 17, 2012
Additional Information Received on February 14, 2012

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damage. The estimated repair costs total \$972,103.18 with FEMA approving grants for 75% of the total. The FEMA share totals \$729,077.38 and the State's share is \$243,025.80. The Department of Natural Resources is requesting an allocation for the State's share.

The Wildlife Management Areas are originally funded and maintained through the Fish and Wildlife Trust Fund. Chapter 29C.20(1) of the Code of Iowa requires if the original source of funds was other than the State's general fund, the agency should utilize moneys from the original source, if possible. While the Department has stated the costs are higher than anticipated and will adversely affect the Trust Fund, the balance in the Trust Fund is sufficient to cover the costs. Therefore, we do not recommend an Executive Council allocation.

Sincerely,

A handwritten signature in cursive script, reading "Andrew E. Nielsen".

Andrew E. Nielsen, CPA
Deputy Auditor of State

cc: Chuck Gipp, Director, Department of Natural Resources
Kevin Szcodronski, Chief, State Parks Bureau, Department of Natural Resources
Jeff Joens, Wildlife Bureau, Department of Natural Resources
Shashi Goel, Department of Management

Executive Council of Iowa
Capitol Building
Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

RECEIVED

JUN 13 2012

IOWA DEPT OF
MANAGEMENT

TAB # 3

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Iowa Department of Administrative Services

NAME OF ORGANIZATION: Wellness Council of Iowa

NEW MEMBERSHIP ☐ RENEWAL ☒ MEMBERSHIP PERIOD: 06/01/2012 - 5/31/2013
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$1,000

Funding Source: State General Fund ☐ Other State Funds ☐

Federal Funds ☐ Other Funds ☒

If Renewal, previous year amount. \$1,000

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? ☒ Yes ☐ No

If yes, please list: Public Health

Please describe why your department should have an additional membership The Department of Public Health uses their membership to influence public policy and impact private citizen groups. The DAS membership will be used to develop a well workplace for State of Iowa employees, as well as to shape the employee wellness program, with the desired outcome of positive impacts on health outcomes and health care expenses.

WILL THIS MEMBERSHIP REQUIRE AND PAY FOR OUT-OF-STATE TRAVEL? ☐ Yes ☒ No

If yes, list the anticipated number of trips per year and their purpose:

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT:

One of the DAS department goals is to affect the health of employees and their families. This membership will allow us receive the materials, models, documents, and guidance needed to help us build a results-oriented wellness initiative. In addition, we intend to apply for a Well Workplace designation from the Wellness Council of America (WELCOA). Membership in the Wellness Council of Iowa includes a WELCOA membership, which is required to obtain a well workplace application thus moving the process forward. As a result of applying for a Well Workplace award, we will receive valuable feedback which will help to further develop and refine our wellness program offerings.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA.

Robust wellness programs have been proven to result in an improvement in health status and health outcomes, which translate to lower health insurance premiums and reduced operating expenses for the State and its' citizens. Membership in the Wellness Council of Iowa will provide access to a broad array of expert information. In addition, it provides learning opportunities through publications, emails, conferences, access to the WELCOA web site, and networking.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION:

Formal contact with the Wellness Council of Iowa will occur at least on a quarterly basis. Casual contact, such as accessing the WELCOA web site and receiving and reviewing publications and emails, will occur more frequently. During the Well Workplace application process, much more frequent contact will occur.

Membership Form 42400

July 2009

Requested by: <u>Mike Carroll</u> by c14 (Department Head Signature)	Date: <u>6/14/12</u>
Phone: <u>515-281-3273</u>	Email: <u>mike.carroll@iowa.gov</u>

DOM: Approval ☒ Disapproval ☐

Signature: David J. ... Date: 6/14/12

Executive Council of Iowa

Capitol Building
Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

TAB # 4

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Iowa Department of Agriculture & Land Stewardship

NAME OF ORGANIZATION: National Association of Farmers Market Nutrition Program

NEW MEMBERSHIP ☐ **RENEWAL** ☒ **MEMBERSHIP PERIOD:** 10-01-2011 / 9-31-2012
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$ 1500.00

Funding Source: State General Fund ☒ **Other State Funds** ☐

Federal Funds ☐ **Other Funds** ☐

If Renewal, previous year amount. \$ 1500.00

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? Yes ☐ No ☒

If yes, please list: _____

Please describe why your department should have an additional membership. WILL THIS MEMBERSHIP REQUIRE AND PAY FOR OUT-OF-STATE TRAVEL? Yes ☐ No ☒

If yes, list the anticipated number of trips per year and their purpose:

Membership will not pay for out-of-state travel. Annual conference hosted by member/state.
Receive updated program information and methods to improve program efficiency.

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT:

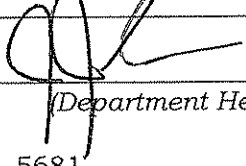
The information at the conference and the newsletters keeps the Dept. up-to-date on changes and issues concerning the FMNP.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA.

This organization acts as a major resource for the efficient operation of the Iowa Farmers' Market Nutrition Program. Increased federal grants to Iowa for the FMNP have been the direct result of the efforts of the NAFMNP.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION:

Almost weekly contact with Executive Director or Board of Directors or other member states.

Requested by:  (Department Head Signature)	Date: <u>6-19-12</u>
Phone: <u>515-281-5681</u> E-mail: <u>jay.johnson@iowaagriculture.gov</u>	

DOM: Approval ☐ Disapproval ☐

Signature _____ **Date** _____

Executive Council of Iowa

TAB # 5

Capitol Building
Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Iowa Department of Public Health

NAME OF ORGANIZATION: Wellness Council of Iowa

NEW MEMBERSHIP ☐ **RENEWAL** ☒ **MEMBERSHIP PERIOD:** January 1, 2012-December 31, 2012

MEMBERSHIP FEE OR DUES AMOUNT \$ 1000 ✓

Funding Source: State General Fund ☐ Other State Funds ☐

Federal Funds ☒ 0752 **Other Funds** ☐

If Renewal, previous year amount. \$ 1000 ✓

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? ☒ Yes ☒ No **If yes, please list:** DAS

Please describe why your department should have an additional membership. Without this membership, IDPH would not have access to the many worksite wellness resources available on the members-only Web site for the Wellness Council of Iowa. Only members of the Wellness Council of Iowa receive updates on critical issues such as new data, evaluation resources and best practices from successful, existing worksite wellness programs.

WILL THIS MEMBERSHIP REQUIRE AND PAY FOR OUT-OF-STATE TRAVEL? ☐ Yes ☒ No

If yes, list the anticipated number of trips per year and their purpose:

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT: A worksite wellness coordinator is employed at IDPH through the Centers for Disease Control and Prevention Nutrition and Physical Activity grant. IDPH and the Worksite Wellness Coordinator need access to member-only resources to provide businesses in Iowa with resources to implement, evaluate, and sustain employee wellness programs. It is important for IDPH to remain current on wellness efforts and strengthen those efforts, where possible. The steering committee for Healthy Opportunities, the wellness initiative for State of Iowa employees, will also benefit from the information available through the Wellness Council of Iowa.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA. It has been shown that large businesses receive a return on investment of up to \$4.91 per dollar spent on wellness programs. IDPH will assist companies in utilizing evidence-based methods and best practices to create the most cost effective programs. Many of these materials are available on the members-only Web site through the Wellness Council of Iowa. IDPH also provides worksite wellness information to other departments within the state.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION: Resources, both in-person, by telephone and via the Web site will be accessed several times per week.

Requested by: Mariam Miller **Date:** 6/15/2012
(Department Head Signature)

Phone: **E-mail:**

DOM: Approval ☒ Disapproval ☐

Signature David Rogers **Date** 6/20/12



Donna M. Mueller
DIRECTOR

Executive Council of Iowa
Capitol Building
Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

TAB # 6

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: IPERS

NAME OF ORGANIZATION: Chartered Financial Analysts Institute (CFA)

NEW MEMBERSHIP ☐ RENEWAL ☒ MEMBERSHIP PERIOD: 07/01/12 thru 06/30/13
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$ 1,700.00

Funding Other Funds ☐ 100 % IPERS Trust Fund

If Renewal, previous year amount. \$ 1,625.00

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? No

If yes, please list: The CFA Institute does not permit organizational memberships. Only individuals may be members. We believe that one or more members of the Treasurer of State staff members may hold memberships.

Please describe why your department should have an additional membership The IPERS Investment Board and Investment staff has responsibility for overseeing the investment of the \$22 billion IPERS Trust Fund. The CFA institute does not offer organizational (as opposed to individual) memberships that can be used to provide membership benefits to multiple individuals within IPERS nor within various state agencies. Also, the funding for the requested membership will come from the IPERS Trust Fund, not the State's General Fund.

WILL THIS MEMBERSHIP REQUIRE AND PAY FOR OUT-OF-STATE TRAVEL? ☐ No

If yes, list the anticipated number of trips per year and their purpose: Travel is not required. However, membership does entitle members to receive substantial discounts on CFA Institute sponsored educational programs, which IPERS Investment staff may choose to attend.

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT:

IPERS Investment staff oversees \$22 billion in investment assets. Continuing education of staff is extremely important to the mission of making knowledgeable investment decisions that benefit both IPERS members and state taxpayers.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA.

IPERS is a "defined benefit" pension plan, which means that specific levels of members' accrued retirement benefits are guaranteed under Iowa law. Should oversight of IPERS' Trust Fund investments not be effective, the State and the other IPERS employers (e.g., Iowa counties, cities, and school districts) would be required to increase their IPERS contributions to a greater extent than otherwise necessary. Increased contributions could well mean increased taxes.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION: The CFA Institute also provides a monthly newsletter containing updates on investment topics and a bimonthly journal that provides "white papers" containing the latest investment research. Members who are Chartered Financial Analysts (CFA) will receive approximately five publications per year that provide the views and research of renowned investment professionals and academicians on specific investments and investment

Membership Form 42400

IOWA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
7401 Register Drive P.O. Box 9117
Des Moines, IA 50306-9117

515-281-0020

515-281-0053

515-281-0055

July 2009

www.ipers.org

1-800-622-3849

515-281-0045

info@ipers.org

strategies. Members have continuous access to the organization's online research library through the CFA Institute's Web site. (This online library is not available to non-members). The Iowa Society of Financial Analysts, the local affiliate, holds monthly meetings in Des Moines in all months except July and August. Additional contacts would occur to the extent that IPERS staff attends the investment seminars.

Requested by:

Donna M. Mueller

Date: 6/11/12

(Department Head Signature)

Phone: 281-0070

DOM: Approval ☒ Disapproval ☐

Signature

Donna M. Mueller

Date 6/14/12